MID-HUDSON LIBRARY SYSTEM
MINUTES of the BOARD OF TRUSTEES MEETING
Wednesday, July 17, 2024

President Ramage called the meeting to order at 10:07am, at the Mid-Hudson Library System Auditorium.

1. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present:	Stuart Auchincloss, Peter Carey, Kenneth Goldberg, Rajene Hardeman, Barry Ramage, Janet Schnitzer, Barbara Swanson, Richard Swierat, Carla Taylor, Mary Linda Todd, Mark Wilson
Trustees Absent:	Jill Leinung, Thomas Silvious
Directors Association Liaison:	Matthew Pavlov, Director, Kinderhook Memorial Library
Staff Present:	Rebekkah Smith Aldrich, James Coyle, Laura Crisci, Laurie Sheldrick, Ashley Teal

2. PRESIDENT'S REPORT

President's Report

In his report, President Ramage:

- Reported on the mid-year check-in meeting with Committee Chairs; and
- Thanked Executive Director Aldrich for her work as the principal author and chair of the working group that created the National Climate Action Strategy for Libraries and the companion Implementation Guide.

3. APPROVAL OF MINUTES

Minutes Approved

Richard Swierat moved, and Barbara Swanson seconded that the minutes of the May meeting be approved. **The motion carried unanimously.**

4. TREASURER'S REPORT

Financial Reports received

Treasurer Stuart Auchincloss, reported that the finances are in good shape and that revenue and expenditures are as expected for this time of year. Auchincloss noted that $380,000 of revenue received from the state was "pass-through" funds from the state to the member libraries that did not impact the operating budget. Mark Wilson moved, and Kenneth Goldberg seconded that the financial reports for April (Doc. 4.A) and May (Doc. 4.B) be accepted. **The motion carried unanimously**.

5. REPORT ON PAYMENT OF BILLS

Warrants received

Vice President Rajene Hardeman reported that she reviewed the warrants for April and found them acceptable. Jill Leinung reported to Treasurer Auchincloss prior to the board meeting via email that she reviewed the warrants for May and found them acceptable. President Ramage reported that he reviewed the warrants for June and found them acceptable.

President Ramage moved, and Vice President Hardeman seconded that the warrants for April, May, and June be approved. **The motion carried unanimously**.

6. DIRECTOR'S REPORT

Executive Director's Report

In addition to her written report (*Doc.6*), Executive Director Aldrich noted:

- MHLS Staff were offered Stop the Bleed and Narcan training through Dutchess County; and

- MHLS will partner with the Southeastern Regional Library Council and the Ramapo Catskill Library System on a technical assistance grant from New York State to aid in evaluating the impact of the Digital Navigators of the Hudson Valley program.

7. DIRECTOR'S ASSOCIATION LIAISON REPORT

Report from the Directors Association

Matthew Pavlov, Director of the Kinderhook Memorial Library/Directors Association Liaison for this meeting provided the perspective of the Directors Association on the recent vote on the 2025 Members Assessment; noted the DA voted unanimously to approve and recommend the Path to Membership Procedures to the Board; and thanked Laurie Shedrick, MHLS Assistant Director and Technology Operations Manager for MHLS' response to improving the new online catalog and for the work to deploy a patron facing mobile app that facilitates access to the catalog.

It was noted that libraries across the Hudson Valley have volunteered to be cooling centers and in some areas, Columbia County for example, libraries are the only official cooling centers on the list issued by the county health department.

8. AUDIT COMMITTEE REPORT

Chair Richard Swierat reported on the status of the 2023 audit and the request for proposals for audit services.

9. BOARD DEVELOPMENT COMMITTEE

Sexual Harassment Prevention Training Notice

Chair Kenneth Goldberg reminded the MHLS Board of the upcoming mandatory Sexual Harassment Prevention Training timeline.

10. PERSONNEL & PLANNING COMMITTEE

Chair Mark Wilson reported on the process and timeline for evaluating the MHLS executive director.

11. UNFINISHED BUSINESS

Bylaw Amendment Clarified

A. Executive Director Aldrich asked for a clarifying vote regarding upcoming amendments to the MHLS Bylaws to confirm the board intends for election notices and proposed bylaw amendments be transmitted by email to members. Stuart Auchincloss moved and Richard Swierat seconded the motion to amend the bylaws to clarify that email is an acceptable transmission mode for bylaw amendment notification. **The motion passed unanimously.**

12. NEW BUSINESS

State Aid for Library Construction Application approved

A. Richard Swierat moved and Carla Taylor seconded the approval of the State Aid for Library Construction Application Assurances Form. **The motion passed unanimously.**

Application for System Membership Procedures Approved

B. Executive Director Aldrich presented the Path to System Membership Procedures (Doc. 12.B) which were unanimously approved and recommended to the board for their approval by the Directors Association. Richard Swierat moved, and Mark Wilson seconded the approval of the Path to System Membership Procedures. **The motion passed unanimously.**

C. In addition to the report from Stuart Auchincloss on a Board-to-Board visit with the Ulster County Library Association (Doc.12.C), Janet Schnitzer reported on a board visit to the Germantown Library and Barbara Swanson reported on a board visit to the Mountain Top Library. *Member Library Visit reporting*

13. ORIENTATION

A. Executive Director Aldrich provided an overview of the board and staff roles as they relate to the State Aid for Library Construction Program.

14. PUBLIC COMMENT

There were no public comments.

13. ADJOURNMENT

The meeting was adjourned at 11:38am.

The next meeting is scheduled for Friday, September 27th at the Stanford Library.

Respectfully submitted by:

Rebekkah Smith Aldrich

Rebekkah Smith Aldrich, Executive Director
Approved on September 27, 2024 by the MHLS Board of Trustees